



# OFFICIAL GAZETTE

## GOVERNMENT OF GOA

### EXTRAORDINARY

#### GOVERNMENT OF GOA

Department of Personnel

#### Notification

1/11/84-PER

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C' Ministerial, Non-Gazetted posts in the Secretariat, under the Government of Goa, namely:—

1. *Short title, application and commencement.*—(1) These rules may be called the Government of Goa, Secretariat, Group 'C', Ministerial, Non-Gazetted, Recruitment Rules, 2006.

(2) They shall apply to the posts specified in column (1) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and scale of pay.*—The number of posts, classification of the said posts and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the said Schedule:

Provided that the Government may vary the number of posts specified in column (2) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*—The method of recruitment to the

said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualification.*—No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the Personal Law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*—Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*—Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

By order and in the name of the Governor of Goa.

Yetindra M. Maralkar, Joint Secretary (Personnel).

Porvorim, 22nd March, 2006.

Name/ /Design- ation of post	No. of posts	Classifi- cation	Scale of pay	Whether selection post or non- -selec- -tion post	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972	Educational and other qualifications required for direct recruits	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment, whether by direct or by promotion or by deputation/transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ /deputation/ /transfer, grades from which promotion/ /deputation/ /transfer is to be made	If a D.S.C./ /D.P.C. exists, what is its composition	Circum- stances in which Goa Public Service Commission is to be consulted in making recruitment
1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13
Steno- grapher Grade II.	27 to varia- -tion de- -pend- -ent on work- -load.	Group 'C' Subject -Gaze- -tated, -Mini- -strial.	Rs. 4000- -100- -6000.	Selec- tion.	Not exceed- ing 40 years (Relaxable for Government servants upto 5 years in accordance with the in- -struc- -tions or orders issued by the Govern- -ment).	—	<b>Essential:</b>  (1) Higher Secondary School Certificate or equivalent qualification from a recognized institution.  (2) Should be Computer Literate.  (3) Speed of 100 words per minute in Short Hand and 35 words per minute in typewriting.  (4) Knowledge of Konkani.  <b>Desirable:</b> Knowledge of Marathi.	N. A.	2 years.	By direct recruitment.	N. A.	Group 'C' D.S.C./ /D.P.C.	N. A.
Junior Asistant.	101 to varia- -tion de- -pend- -ent on work- -load.	Group 'C' Subject -Gaze- -tated, -Mini- -strial.	Rs. 3050- -75- -3950- -80- -4590.	Selec- tion.	Not exceed- ing 40 years (Relaxable for Government servants upto 5 years in accordance with the in- -struc- -tions or orders issued by the Govern- -ment).	—	<b>Essential:</b>  (1) Higher Secondary School Certificate or equivalent qualification from a recognized institution.  (2) Should be Computer Literate.  (3) Knowledge of Konkani.  <b>Desirable:</b> Knowledge of Marathi.	Age: No. Educational Qualifications: As prescribed in Column No. 11.	2 years.	12½ % by promotion, failing which, by direct recruitment and 87½ % by direct recruitment.	<b>Promotion:</b> Group 'D' employees in the Secretariat possessing following qualifications: (i) Secondary School Certificate or equivalent from a recognized institution. (ii) Speed of 30 words per minute in typewriting in English.	Group 'C' D.S.C./ /D.P.C.	N. A.

**Notification**

1/6/83-PER (Vol. II)

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C', Ministerial, Non-Gazetted, Common Posts (Outside Secretariat) under the Government of Goa, namely:—

*1. Short title, application and commencement.—*

(1) These rules may be called the Government of Goa (Outside Secretariat), Group 'C', Ministerial, Non-Gazetted, Common post Recruitment Rules, 2006.

(2) They shall apply to the posts specified in column (1) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

*2. Number, classification and scale of pay.—*

The number of posts, classification of the said posts and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the said Schedule.

*3. Method of recruitment, age limit and other qualifications.—* The method of recruitment to the said post, age limit, qualifications and other matters connected therewith shall be as specified in columns (5) to (13) of the said Schedule.

*4. Disqualification.—* No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the Personal Law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

*5. Power to relax.—* Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

*6. Saving.—* Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes, and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

By order and in the name of the Governor of Goa.

*Yetindra M. Maralkar, Joint Secretary (Personnel).*

Porvorim, 22nd March, 2006.

Name/ /Design- ation of post	No. of posts	Classifi- cation	Scale of pay	Whether selection post or non-selection post	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972	Educational and other qualifications required for direct recruits	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment, whether by direct or by promotion or by deputation/transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ /deputation/ /transfer, grades from which promotion/ /deputation/ /transfer is to be made	If a D.S.C./ /D.P.C. exists, what is its composition	Circumstances in which Goa Public Service Commission is to be consulted in making recruitment
1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13
Lower Division Clerk/ /Recovery Clerk.	As sanctioned from time to time.	Group 'C', Non-Gazetted, Ministerial.	Rs. 3050/-75/-3950/-80/-4590.	Selection. Not exceeding 40 years ( Relaxable for Government servants upto 5 years in accordance with the instructions or orders issued by the Government).	—	<i>Essential:</i>  (1) Higher Secondary School Certificate or equivalent qualification from a recognized institution.  (2) Should be computer literate.  (3) Knowledge of Konkani.  <i>Desirable:</i>  Knowledge of Marathi.	Age: No. Educational Qualifications: As prescribed in Column No. 11.	2 years.	(A) in the Public Works Department, Irrigation Department and Electricity Department.  (i) 12½% by promotion, failing which, by direct recruitment. (ii) 50% eligible candidates from work charged establishment, failing which, by direct recruitment. (iii) 10% eligible candidates from NMR/Daily wages establishment, failing which, by direct recruitment. (iv) 27½ % by direct recruitment.  Note: The recruitment of the candidates from work charged, NMR/daily wages establishment shall be subject to the following conditions:— (a) They should have been sponsored by the Employment Exchange at the time of their initial recruitment.	(A) in the Public Works Department, Irrigation Department and Electricity Department.  (i) 12½% by promotion, failing which, by direct recruitment. (ii) 50% eligible candidates from work charged establishment, failing which, by direct recruitment. (iii) 10% eligible candidates from NMR/Daily wages establishment, failing which, by direct recruitment. (iv) 27½ % by direct recruitment.  Note: The recruitment of the candidates from work charged, NMR/daily wages establishment shall be subject to the following conditions:— (a) They should have been sponsored by the Employment Exchange at the time of their initial recruitment.	Promotion: Group 'D' employees of the Department except: (a)(i) Superior Field Worker. (ii) Surveillance worker. (iii) Sweeper. (iv) Assistant Cook. (v) Assistant Mechanic, in the Directorate of Health Services.  (b) (i) Grading Attendant/ /Laboratory Attendant in the Office of the registrar of Co-operative Societies.  (c) (i) Mail. (ii) Lasker. (iii) Tractor Assistant, Bull Dozer Assistant. (iv) Mobile Crane Assistant.  (vi) Watchman/ /Gatekeeper, in the Directorate of Agriculture.  (d) (i) Forest Guard. (ii) Mali. (iii) Mess servant, in the Forest Department.	Group 'C' D.S.C./ /D.P.C.	N. A.

1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13
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(b) They should possess the minimum educational qualifications prescribed for the post.

(c) The age limit as prescribed in the Recruitment Rules shall not be applicable to these work charged and NMR/daily wages employees who have completed more than 5 years of continuous service.

(B) In Departments other than the Public Works Department, Irrigation Department and Electricity Department.

(i) 12½ % by promotion, failing which, by direct recruitment.

(ii) 87½ % by direct recruitment.

Note: Direct recruitment will be on the basis of an assessment of the comparative merit of the candidates by awarding marks out of a total of 100 marks as per break-up given below:

Academic Career – 75 marks.

Extra-curricular activities – 10 marks  
Viva Voce – 15 marks.

**Notification**

1/6/83-PER

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C', Ministerial, Non-Gazetted, Common Posts (Outside Secretariat) under the Government of Goa, namely:—

**1. Short title, application and commencement.—**

(1) These rules may be called the Government of Goa (Outside Secretariat), Group 'C', Ministerial, Non-Gazetted, Common Posts, Recruitment Rules, 2006.

(2) They shall apply to the posts specified in column (1) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

**2. Number, classification and scale of pay.—**  
The number of posts, classification of the said posts and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the said Schedule.

**3. Method of recruitment, age limit and other qualifications.—** The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns (5) to (13) of the said Schedule.

**4. Disqualification.—** No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

**5. Power to relax.—** Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

**6. Saving.—** Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes, and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

By order and in the name of the Governor of Goa.

Yetindra M. Maralkar, Joint Secretary (Personnel).

Porvorim, 22nd March, 2006.

## SCHEDULE

Name/ /Designa- tion of post	No. of posts	Classifi- cation	Scale of pay	Whether selection post or non- selec- tion post	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972	Educational and other qualifications required for direct recruits	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment, whether by direct or by promotion or by deputation/ transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer is to be made	If a D.S.C./ /D.P.C. exists, what is its composition	Circum- stances in which Goa Public Service Commission is to be consulted in making recruitment
1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13
Junior Stenog- rapher.	As sanc- tioned in each Depart- ment from time to time depend- ent on workload.	Group 'C', Non- Gaze- tted, Mini- strial.	Rs. 4000- -100- -6000.	Selec- tion.	Not excee- ding 40 years (Relaxable for Government servants upto 5 years in accordance with the in- structions or orders issued by the Govern- ment).	—	<p><i>Essential:</i></p> <p>(1) Higher Secondary School Certificate or equivalent qualification from a recognized institution.</p> <p>(2) Should be Compu- ter Literate.</p> <p>(3) Speed of 100 words per minute in Short Hand and 35 words per minute in typewriting.</p> <p>(4) Knowledge of Konkani.</p> <p><i>Desirable:</i></p> <p>Knowledge of Marathi.</p>	N. A.	2 years.	By direct recruitment, failing which, by transfer/ /deputation.	Transfer/Deputa- tion: Suitable officials holding analogous posts in the Central/State Government. (Period of deputa- tion shall ordinarily not exceed three years).	Group 'C' D.S.C./ /D.P.C.	N. A.